



LOS ANGELES COUNTY COMMISSION ON HIV

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While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

OPERATIONS COMMITTEE MEETING MINUTES October 15, 2009

Approved
2/18/2010

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/CONSULTANTS
Nettie DeAugustine, <i>Co-Chair</i>	Everett Alexander	Sharon White	None	Jane Nachazel
Mike Johnson, <i>Co-Chair</i>	Karen Peterson			Craig Vincent-Jones
Sergio Aviña				Nicole Werner
Dean Page				
Robert Sotomayor				

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Operations Committee Agenda, 10/15/2009
- 2) **Minutes:** Operations Committee Meeting Minutes, 9/17/2009
- 3) **Roster:** Los Angeles County Commission on HIV, 9/30/2009
- 4) **Table:** Commission on HIV Overall Attendance Percentages, January – June 2009
- 5) **Commissioner Application:** Sharon White, 2009
- 6) **Commissioner Renewal Application:** Whitney Engeran-Cordova, 2009
- 7) **Commissioner Renewal Application:** Dean Page, 2009
- 8) **Proposal:** Community Planning Research Initiative (CoPRI), 2009
- 9) **Table:** Los Angeles County Commission on HIV, Seat Distribution, *ongoing*

1. **CALL TO ORDER:** Mr. Johnson called the meeting to order at 1:15 pm.
2. **APPROVAL OF AGENDA:**
MOTION #1: Approve the Agenda Order, as presented (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**
MOTION #2: Approve the September 17, 2009 Operations Committee Meeting minutes (*Passed by Consensus*).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
7. **CO-CHAIRS' REPORT:** Mr. Johnson reported Michael Green has resigned from the Operations Committee.
8. **OPEN NOMINATIONS PROCESS:**
 - A. **Candidate Nominations:**
 - Sharon White was interviewed as the second candidate for the SPA 6 Provider seat.
 - The Committee voted to nominate Tonya Washington-Hendricks to the SPA 6 Provider seat, to renew Whitney Engeran-Cordova for the Board Office District 4 seat, and Dean Page for the Consumer SPA 3 seat. Nominations will go forward to the Commission for approval.

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- ➡ Schedule mentoring session with Dean Page.

MOTION #3: (Johnson/Page): Nominate Tonya Washington-Hendricks to the Provider SPA 6 seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (*Passed by Consensus*).

MOTION #4: (Aviña/Page): Nominate Whitney Engeran-Cordova to the Board Office District 4 seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (*Passed by Consensus*).

MOTION #5: (DeAugustine/Aviña): Nominate Dean Page to the Consumer SPA 3 seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (*Passed by Consensus*).

9. CONSUMER CAUCUS:

- Mr. Johnson reported the HIV Services Round Table for SPAs 6 and 8 on October 13, 2009 drew about 30 people. Budget cuts were a key concern especially regarding Treatment Education, but attendees did not report service access problems.

A. Consumer Involvement Plan:

- Mr. Vincent-Jones said leadership training helps especially for those not used to participation, such as the undocumented.
- Mr. Johnson stressed access to educational opportunities.
- A consumer meeting and training on Medical Care Coordination (MCC) with Donna Yutzy will be held on November 2, 2009.

10. **COMPREHENSIVE TRAINING:** This item was postponed.

11. **PROCUREMENT/SOLICITATION PROCESS REFORM:** This item was postponed.

12. **ASSESSMENT OF THE ADMINISTRATIVE MECHANISM (AAM):** This item was postponed.

13. COMMISSION OPERATIONS:

A. **Commission Budget:** There was no additional information.

B. Non-Profit Supportive Organization:

- Mr. Vincent-Jones noted the Commission had discussed evaluating community planning effectiveness from Commission and generic perspectives with the Center of HIV Identification, Prevention and Treatment Services (CHIPTS).
- The Commission partnered with CHIPTS for its first private funding proposal, the Community Planning Research Initiative (CoPRI), submitted to Public Health Services and Systems Research (PHSSR) from the Robert Wood Johnson Foundation. PHSSR will determine in November whether to invite a full proposal in December. Funding would begin in May 2010 if the proposal is accepted.

- ➡ Draft a letter of intent under a government body grant code for a peer support development grant.

14. TASK FORCES:

- ➡ Discuss development of a Latino Forum with Mr. Aviña.

15. **COMMUNITY RELATIONS:** This item was postponed.

16. **COMMITTEE ACTIVITIES:** This item was postponed.

17. **POLICIES AND PROCEDURES:** This item was postponed.

18. **ORDINANCE REVISIONS:** This item was postponed.

19. **NEXT STEPS:** This item was postponed.

20. **ANNOUNCEMENTS:** There were no announcements.

21. **ADJOURNMENT:** The meeting was adjourned at 2:45 pm.